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## MEETING MINUTES

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### January 25, 2006

A meeting of the Statewide Interoperability Executive Council (SIEC) was held on this date at Gowen Field, Boise, Idaho. Chair Lockwood called the meeting to order. Attendees and guests introduced themselves. There was a full quorum present.

#### Members Present:

- Chair R. Mark Lockwood, Idaho Chiefs of Police Association
- Bruce Allcott, Idaho Fire Chiefs Association
- Michael Candelaria, United States Dept. of Interior
- Dan Charboneau, Idaho State Police
- Dia Gainor, Idaho Dept. of Health & Welfare
- Jerry Goetz, Federal Law Enforcement
- Tim Higgins, for Jay Christensen Idaho Dept. of Corrections
- Steve Jenkins, National Interagency Fire Center
- Lt. Col. Art Keen, Idaho National Guard
- Greg Laragan, Idaho Transportation Dept.
- Douglas C. Melvin, U.S. Dept. of Homeland Security Transportation Security Administration
- Lorin Nielsen, Idaho Sheriffs Association
- Scott Reinecker, Idaho Dept. of Fish and Game
- Joe Roche, Idaho Dept. of Administration
- Joe Young, for Marcia Phillips Idaho Association of Counties

#### Staff:

- Sandy Harris, Administrative Assistant, SIEC

#### Others Present:

- Matt Howarth, Motorola
- Daniel Hukill, Bureau of Land Management
- Brian Jordan, Kootenai County
- Scot Maring, Idaho Dept. of Administration
- Rhonda Morton, Idaho State Police
- Stan Passey, Idaho State Police
- Les Shadduck, Ada County Sheriff
- Greg Zickau, Dept. of Administration-ITRMC

### **Review & Approve Minutes—Chair Lockwood**

There was one correction made to the December meeting minutes on Page 2 under the Ada County report to the spelling of simulcast.

**MOTION: Melvin made a motion to approve the minutes of the December 15, 2005, Statewide Interoperability Executive Council meeting, as corrected, seconded by Allcott. The motion passed by a unanimous vote.**

Lockwood briefly discussed an article by The Charles Group that was included in each Council member's packets with additional copies available for meeting attendees. The article talked about lobbying and earmarks.

### **SIEC Policy Subcommittee Update--Mark Lockwood**

The SIEC draft legislation was discussed. Additional work needed to be done to the draft. A Funding and Policy Subcommittee meeting was scheduled for Friday, January 27, 2006.

There will be a National Governors Association (NGA) meeting held in Las Vegas, Nevada in March or April.

Lockwood reported that George Ake with the National Institute of Justice had contacted him regarding building a consortium that will bring the SIEC's of different states together so they can share best practices and leverage vendors. A meeting is scheduled for May or June in Indianapolis, Indiana with a follow up meeting to be held in Boise.

Charboneau, representing the Council, made a short presentation at the House and Senate State Affairs Committee meeting on January 23, 2006. He mentioned that there may be an attempt to find a legislative home for the SIEC because the Council is currently operating under an Executive Order. The committee members had not read the I-C-A-WIN document but some of them had looked through it. They asked some probing questions, talked about the microwave backbone, and some of the ideas contained in the I-C-A-WIN document.

### **SIEC Outreach DVD--Greg Laragan, Chair**

Laragan stated that, to the extent possible, the suggestions made by the Council members at the previous SIEC meeting were incorporated into the DVD. The DVD was shown to the meeting attendees.

Laragan asked for approval from the Council to start duplicating the DVD once the problem with the menu in the technical section was corrected. There were some additional suggestions made: the transition between Chadwick and Harwood needed to be smoothed out, superimposing an outline of the State of Idaho in the introduction so the DVD can be identified as a product of the Idaho SIEC, and the statement at the end possibly being narrated by a female voice.

**MOTION: Allcott made a motion to attempt the edits of DVD if they can be facilitated immediately, if not to produce it as is, seconded by Gainor. The motion passed by a unanimous vote.**

Passey briefed the Council on the installation of the Master Site. It was currently being installed and was scheduled to be completed by the end of January. There was more benefit to the Master Site than originally realized, any entity operating a Motorola Gold Elite console will be able to interface into the Master Site. Any console that is tied in will then have the availability to access any resource (repeaters, base stations, channels) that is on any other console. Mutual agreements would have to be worked out.

### **SIEC Technical Subcommittee Update--Bruce Allcott, Chair**

Allcott, being elected Vice-Chair of the Council, was also appointed Chair of Technical Subcommittee. Allcott reported that the Subcommittee has a contract in place with Sparling to develop two RFPs, one for the needs assessment portion and the other for the design build portion. The money that has been allocated to the project needs to be spent by the end of March. Sparling felt that they could meet that deadline. A kick off meeting was held on January 18, 2006, and a contract was signed. They will send the first draft to Technical Subcommittee by February 22, 2006. The Technical Subcommittee will meet after the SIEC meeting on February 23, 2006, to review the document. Sparling will send their final product to the Technical Subcommittee a week to two weeks before the March SIEC meeting. Once the Subcommittee has reviewed it and feel comfortable with the content, the document will be circulated via email to the full Council for their review. Comments will be due back to the Technical Subcommittee prior to the March 23, 2006, meeting. Sparling will make a presentation at the March SIEC meeting for a final review.

Collier, Passey and Allcott met with Jan Cox, Administrator of the Division of Purchasing, and were told that there is statute in Idaho code that states that if an entity has had significant input at the beginning of a project, such as writing the RFP, they cannot have further involvement at a later point in the same project, such as developing the needs assessment or the design build.

### **SIEC Funding Subcommittee Update--Doug Melvin, Co-Chair**

Melvin reported that January, February, and March are critically important to getting funding. If the Council misses the February or March window it won't be until October or November before they will get another opportunity.

**MOTION: Melvin made a motion that the Funding Subcommittee be granted approval to reach out to the Congressional delegations and start the preliminary briefings that will successfully get the funding, with the intent of March being the formal presentations to the actual members themselves. Melvin acknowledged the need for the Governor's support. Nielsen seconded the motion.**

Discussion followed. The importance of honoring the Governor's commitment to this project and giving him the right of first refusal was emphasized.

**AMENDED MOTION: Lockwood amended the motion with the caveat that the Council provide an update to the Governor and get his approval and that the Council moves forward once that is obtained, seconded by Charboneau. The amended motion passed by a unanimous vote**

It was suggested that the Funding Subcommittee develop an outreach plan with talking points that can be presented at the upcoming association meetings. The message will include funding information from Ada, Bannock and Bingham Counties

### **SAFECOM Interoperability Baseline Survey--Greg Laragan**

Laragan reported that in December the Idaho Transportation Department (ITD) received an email from US Department of Homeland Security seeking comment on a SAFECOM Interoperability Baseline Survey. Laragan was directed to respond in behalf of ITD and questioned if the SIEC would be better able to respond in behalf of the State and forwarded information about the survey to Collier. Lockwood stated that Collier needs to obtain a copy of the survey and respond in behalf of the Council by the February 17, 2006 deadline. It was suggested that, if possible, answering with the I-C-A-WIN document.

### **Other business - Open Comment Period**

Lockwood discussed the fact that he has no information that he can offer the Governor, counties or municipalities as to what direction the State intends take for communications. He has had discussions with various agencies who direct him to the Department of Administration. The Department of Administration stated that they are only a facilitator and referred him back to the individual agencies. Lockwood stated that he intended to draft a letter to the Governor to request him to ask his agencies to start to prepare to make some decisions.

Roche stated that Lex Rutter, Public Safety Communications Manager, and his staff are planning to contact the different state agencies to make them aware of the costs of radio equipment for budgeting purposes. The discussion has not been held as to whether State agencies will choose to remain in UHF or VHF or move to 700 MHz.

Charboneau stated that the statute that gives the Department of Administration authority states their responsibility to develop a strategic plan for radio communication and that is to be reviewed by the department directors. Charboneau had previously suggested to Rutter that he convene a planning group to develop a strategic plan.

### **Planning for the next meeting—Chair Lockwood**

The next SIEC meeting will be held on Thursday, February, 23, 2006.

### **Adjournment—Chair Lockwood**

**MOTION: Laragan made a motion to adjourn, seconded by Gainor. The motion passed by a unanimous vote.**